

**Building and Grounds Committee Meeting**  
**October 2, 2023 4:30 PM**  
Central Services Board Room

1. Call to Order - Mr. Robert Safdie
2. Moment of Silence and Pledge - Mr. Robert Safdie
3. Approval of Committee Minutes - Mr. Robert Safdie
4. Maintenance Projects Schedule-Update
5. Maintenance Projects In Process-Update
6. ESSER Timeline for Projects-Update
7. Fire Alarms-Update
8. Other Discussion
9. Adjournment

**(\* Indicates Board Approval Required**

**Board of Education**  
**September 11, 2023 4:30 PM**  
Central Services Board Room

The Building and Grounds Committee met on Monday, September 11, 2023, in the Central Services Board Room where Mr. Robert Safdie called the meeting to order at the approximate hour of 4:30 p.m. He welcomed everyone to the meeting and appreciated everyone for attending.

**BOARD MEMBERS:**

Teresa Boston:	Absent
Mr. Nick Davis:	Present
Ms. Anita Hale:	Present
Mrs. Rebecca Hamby:	Absent
Mr. Chris King:	Absent
Ms. Sheri Nichols:	Absent
Robert Safdie:	Present
Ms. Shannon Stout:	Present
Ms. Elizabeth Stull:	Absent

**OTHERS PRESENT:**

Rebecca Farley, CAO  
Mary Kington, Maintenance Director  
Kim Chamberlin, Uplands Design  
Heather Mullinix, Media

**ABSENT:**

William Stepp, DOS

1. **Call to Order** - Mr. Robert Safdie
2. **Moment of Silence and Pledge** - Mr. Robert Safdie
3. **Approval of Committee Minutes** - Mr. Robert Safdie-Stout moved to approve the minutes from the last meeting. Davis with the second.

Motion to approve minutes from last meeting.

**VOICE VOTE:** (mover-yes) Stout

(seconder-yes) Davis

Yes: 3, No: 0

**MOTION: Motion Carried**

4. **Retroactive SCES Sign Approval**-Safdie presented this item. He said he wasn't sure how they missed the deadline date, but probably due to some sickness within the Board and some holidays. He asked the committee to retroactively approve this sign. He told everyone that it was about \$19,000 for the sign and it was paid for by the booster club at South Elem. He then made the motion to approve this retroactively and send to the full board at the upcoming meeting. Stout with the second.

Motion to retroactively approve South Elementary sign.

**VOICE VOTE:** (mover-yes) Safdie

(seconder-yes) Stout

Yes: 3, No: 0

**MOTION: Motion Carried**

5. **CCHS Auditorium Update**-Safdie presented this item and turned it over to Kim Chamberlin with Uplands Design. Chamberlin said things are progressing as planned. They did have a transformer down due to relocation, but it was only down for about 48 hours. He said the excavation for footers has begun and underground electrical and plumbing work has also started. They have corrected some issues with the fire marshal and are moving forward. He feels like they are about 2-3 weeks from getting the slab poured. Chamberlin said they had spent some money on a sewer line that they were not aware was present. Safdie asked where the sewer line came from and Chamberlin informed them that a line goes from the high school down to the lift station that is over by the concession stand. The lift station takes the waste from the field house and stadium and pumps it back up the hill to a tank behind the kitchen. They had to work on the line that ran down to the concession stand. Chamberlin then asked if anyone had any questions. Kington gave the exact number for the project at \$10,852,691. Chamberlin then asked the committee to allow him to jump in and give an update on some other current projects. North's final electrical panel is due to be shipped on the 14th of this month (Sept) and installed shortly after arrival. He said this should wrap up Phase 1 of North and then some work in Phase 2 has already been done. The switchboards are not expected to ship until December and February. He said that should wrap up Phase 2 in late Winter or early Spring. Kington said Phase 1 should be completed on Fall Break. He then told them that the ESSER HVAC project is one they are still keeping an eye on. He said almost all controls are installed but there are some issues getting them all working properly. He said contractors are working on that. He stated there are 4 rooftops units and one is coming fairly quickly and the other 3 are not scheduled to ship until end of October. Chamberlin said it does push this past the ESSER 2 deadline but he will give Justin Whittenbarger the ammunition to go back to the state and ask for an extension. Davis asked what the actual deadline was. Chamberlin said he believes it was the end of September. Farley confirmed that the ESSER deadline was September 30, 2023.

6. **CCHS Band Tower Update**-Safdie presented this item and told everyone that this was complete, and they had the certificate of occupancy. He said this was just an update for everyone and the tower is ready to be used. Kington said it looks great and it came in under budget. Stout questioned if insurance was taken out on it. Kington said it will be turned in as it's not new, it's a replacement.
7. **Other Discussion**-Safdie said he was looking forward to working with Kington, Bray, Chamberlin and Stepp to provide an overview of the large projects the district was involved in as well as completion deadlines. Kington gave a spreadsheet with each school listed. Safdie said this was a good beginning to help understand. He said they need to come up with what format would be best. He said it would be best to put on the Oct B&G meeting agenda to discuss. Stout said she would like to know what is in the yearly rotation versus what is on the maintenance schedule. Safdie questioned if all items were on rotation. Kington said most of them were. Davis asked how the SMHS baseball facility looked? Kington said the roof was on and they were getting ready to go up with the foundation block. Davis asked if it was on schedule? Kington said it appeared to be.
8. **Adjournment**-Davis made the motion to adjourn and Stout with the second. The meeting was adjourned at approximately 5:02 pm.

Motion to adjourn.

**VOICE VOTE:** (mover-yes) Davis

(seconder-yes) Stout

Yes: 3, No: 0

**MOTION: Motion Carried**

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**William Stepp**  
**Director of Schools**

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**Mr. Robert Safdie**  
**Chairman of the Building and Grounds Committee**

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**Diane McCartney**  
**Executive Assistant for the Director of Schools and BOE**

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